

You are about to do
**SOMETHING
INCREDIBLE**



the
Howarth foundation
business building futures

2024/25
Fundraising Pack

You don't need any special talents or skills to fundraise, only a desire to make a difference, so a huge thank you for getting involved!

Chances are if you've got this far, you already have an idea of what you are going to do to raise money for The Howarth Foundation. Here we will provide you with some advice and guidance to make the most out of your fundraising challenge.

Getting started

- Keep your idea's simple
- Set yourself a goal
- Work out if there are any costs to you, try and aim to raise a minimum of £3 for every £1 you are spending
- Let us know your plans so we can provide any support and advice
- Set up an online giving page: (JustGiving, GoFundMe etc.)
- Publicise your event, create posters and use social media
- Enjoy it!

If you are stuck for an idea or want to chat through your plans then please get in touch with us, we love hearing about your ideas and will be happy to provide you with advice and support.

How to pay in any money you have raised...

Online

howarthfoundation.org.uk

If you've set up an online giving page (e.g JustGiving) you can organise for the donations to be sent to us, including any eligible Gift Aid.

Cash

You are welcome to drop cash off at our reception where you will be given a receipt.

Bank Transfer

You can transfer donations directly to us via online banking, please email taylor@thehowarthfoundation.org.uk for our account details, please remember to use your name and event as a reference so that we know the donation is from you.



Remember!

Please return any paper sponsorship forms so that we can claim any applicable Gift Aid.

Fundraising

Ideas of events that you could run:

- Quiz nights
- Annual coffee morning
- Skydive
- Set up your own fantasy sports league
- Karaoke singing competition
- Cooking competition
- Guessing games – guess the amount of objects in the jar
- Bring & buy sale
- Carboot sale
- Exercise competition such as exercise bike challenge, sit ups
- Give up something up for a month – sugar, alcohol
- Virtual competitions between colleagues
- Evening ball
- Ladies race day
- Giveasyoulive.com – choose The Howarth Foundation

EVENTS

YOU CAN ATTEND

May 2024

Run for All – Leeds Half marathon

May 2024

Great Manchester Run - Half marathon

June 2024

Great outdoor month

21st June 2024

National selfie day

July 2024

Skipton Tough Mudder – 5k – 15k races

July 2024

Total warrior 3k-12k races

Keeping it safe and legal

We are always humbled when people choose to fundraise for The Howarth Foundation, and as such, the safety and wellbeing of everyone involved are paramount. We also need to ensure that all money donated by the general public reaches its intended destination. Please refer to the guidelines below and get in touch if there is anything you are unsure about.

- Ensure that your event or challenge is organised safely and efficiently. You can refer to The Health and Safety Executive for more information on event safety - www.hse.gov.uk. Contact the Environmental Health Department for advice if you are selling food. Ensure you have enough help and adequate adult supervision if children are involved.
- Consider what insurance you will need for your event. Will you require public liability insurance? The Howarth Foundation cannot accept any liability for any occasions, challenges or fundraising activities undertaken in aid of the charity.
- Check with your local council whether you need special licences or permissions. You will need a Street Collection Licence to collect donations in a public place. Depending on your event, you may also need an Events Licence, Entertainment Licence, Alcohol Licence, PRS Licence or others.
- Always look after your money. Aim to have two people present if you are counting any money raised. Any charity buckets, tubs or envelopes should remain sealed and returned to us to be opened and counted.
- There are strict laws relating to raffles and lotteries. Complete guidelines are available from your local council or the Gambling Commission, which must be adhered to. For more information, visit gamblingcommission.gov.uk.